

# THE MALAY HERITAGE FOUNDATION LTD

## ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2013

### BACKGROUND

- 1 The Malay Heritage Foundation Ltd (MHF) was incorporated in Singapore on 28 July 1999 as a company limited by guarantee without a share capital. Each ordinary member undertakes to contribute to the assets of the Company in the event of it being wound up while he is a member, or within one year after he ceases to be a member, for payment of the debts and liabilities of the Company contracted before he ceases to be a member and of the costs, charges and expenses of winding up, such amount as may be required but not exceeding \$1.00/-.
- 2 MHF is an approved Charity under the Charities Act, Cap. 37 with effect from September 1999 and has been accorded the status of an Institution of Public Character (IPC) since 29 May 2006. It has been renewed from 29 May 2011 to 28 May 2014. The IPC number is IPC000595.

Registration No. : 199904358R  
IPC No. : IPC000595  
Registered Address : 85 Sultan Gate, Singapore 198501

- 3 The Management Committee was appointed by then Minister for Information, Communication and the Arts (now known as Ministry of Culture, Community & Youth), through letters of appointment. The Ministry of Culture, Community & Youth (MCCY) is empowered by clause 28 of the Articles of Association of the Company to appoint the Chairman, Deputy Chairman and all members of the Board for such terms and conditions as he deems fit.

No.	Name	Designation	Date of Appointment
1	Zuraidah binte Abdullah	Chairman	1-Aug-2010
2	Dr Suriani binti Suratman	Deputy Chairman	1-Aug-2011
3	Abdul Rohim bin Sarip	Director	1-Aug-2009
4	Idris bin Rashid Khan Surattee	Director	1-Jul-2007
5	Idris bin Bidin	Director	1-Aug-2009
6	Siti Habibah binte Haji Siraj	Director	1-Aug-2010
7	Noor Effendy bin Ibrahim	Director	1-Aug-2010 (Resigned on 24 July 2012)
8	Zuraida binte Haji Mohamed Din	Director	1-Aug-2010
9	Muhammad Nazri bin Muhd	Director	1-Aug-2011

10	Zahidi bin Abdul Rahman	Director	1-Aug-2011
11	Nur Hidayah binte Abu Bakar	Director	1-Aug-2011

Banker : DBS Bank Ltd  
Standard Chartered Bank

Auditor : Helmi Talib & Co  
Public Accountants & Certified Public Accountants  
1 Finlayson Green #06-01  
Singapore 049246

Investment Advisor : Standard Chartered Bank  
6 Battery Road, #03-00  
Singapore 049909

## OBJECTIVES

- The principal objectives of MHF are to promote the study and research, and the public's understanding and knowledge of the historical and socio-cultural developments of the Malay community in Singapore.

## POLICIES

### Finance and Funding

#### Memorandum of Understanding (MOU)

- In Dec 2012, MHF signed an MOU with the National Heritage Board (NHB). In accordance with the MOU, NHB will provide for a one-time direct development grant to cover 95% of the development cost and will provide funds to cover 99% of the recurring operating costs of the Malay Heritage Centre (MHC).

### Endowment Fund

- The Endowment Fund is maintained for funds raised by MHF as well as dollar-for-dollar government matching grants up to \$2 million. The Company may, at the discretion of its directors, use the Endowment Fund for any purposes, including for investments, provided that it is incidental, necessary, beneficial or conducive to the attainment of the objectives of the Company as stated in the Memorandum of Association.

### Management of Reserves

- MHF regards its unrestricted general fund as its reserves. The Company's reserve policy requires it to maintain sufficient reserve to ensure long term financial sustainability and continuity for the purpose of operating effective programmes. This includes transfer between funds. The Company's overall strategy remains unchanged from the previous year. The Company is not subject to any externally imposed capital requirements.

## REVIEW FOR FINANCIAL YEAR 2012/2013

### Staffing

- 8 Ms Julina Khusaini was seconded from Yayasan Mendaki as MHF's General Manager in September 2010. Ms Rozana Sidek was appointed as its Admin Officer on 03 November 2010.

### Donations Received

- 9 During the year, MHF received \$ 115,980.00 in donations, the details of which had been duly submitted to the Inland Revenue Authority through the IRAS ipcLink v3.0. The breakdown of the donation amounts received was as follows:-

Type of Donations	No. of Donors	No. of Donations	Amount \$
Tax-Deductible by Individual – NRIC	8	8	15,500.00
Tax-Deductible by UEN-Business	1	1	2,500.00
Tax-Deductible by UEN-Local Co	10	10	83,300.00
Tax-Deductible by UEN-Others	8	9	14,000.00
Non-TaxDeductible by Non Individual	2	2	680.00
<b>Total</b>	<b>29</b>	<b>300</b>	<b>115,980.00</b>

### Calendar of Events

- 10 The following events were organised by MHF between 1 April 2012 and 31 March 2013

Date / Month	Event
Apr – Jun 2012 (monthly)	Public Lecture Series I <ul style="list-style-type: none"><li>• The Malay World and Singapore : Archaeological Perspectives @ National Museum of Singapore</li><li>• Narratives from Singapore's Nusantara Communities @ Asian Civillisation Museum</li><li>• Malay as Lingua Franca @ National Library</li></ul>
Apr – Jul 2012 (monthly)	Public Lecture Series II <ul style="list-style-type: none"><li>• Singapura and the Malay World @ Central Public Library</li><li>• The National Language @ Central Public Library</li><li>• The Dos &amp; Don'ts of Daily Life and Social Rituals @</li></ul>

	<p>Central Public Library</p> <ul style="list-style-type: none"> <li>• What's in a Malay Name? @ Tampines Regional Library</li> </ul>
<p>Apr – May 2012</p> <p>Jan - Mar 2013 (monthly)</p>	<p>Neighbourhood Sketches</p> <ul style="list-style-type: none"> <li>• Gamelan</li> <li>• Syair</li> <li>• Kuda Kepang</li> <li>• Agogo</li> <li>• Dikir Barat</li> </ul>
<p>May - Jun 2012</p>	<p>ter-ba-BOM! – Children's Season 2012</p>
<p>Jun – Aug 2012</p>	<p>Docents Training (adults &amp; students)</p>
<p>Jul 2012</p>	<ol style="list-style-type: none"> <li>1) Writers' Meet</li> <li>2) Kg Gelam Food Festival "Seafood Treasures, Trails &amp; Tales"</li> <li>3) Exhibition – Malam Pesta Muda Mudi @ Queenstown Library</li> </ol>
<p>Aug 2012</p>	<p>Istana Art Event 2012</p>
<p>Sep 2012</p>	<ol style="list-style-type: none"> <li>1) Reopening Ceremony of MHC</li> <li>2) Internship Programme - Online Journalism and Multimedia Publishing (with students from Malay Studies Department, NUS )</li> <li>3) Malay CultureFest 2012</li> <li>4) Exhibition : Heritage on the Move - Pop Yeh Yeh @ Library @ Esplanade</li> </ol>
<p>Oct 2012</p>	<p>Malay Arts &amp; Islam Seminar – Rituals &amp; Performances : Culture &amp; Contestation (collaboration with Malay Studies Department, NUS)</p>
<p>Nov 2012</p>	<ol style="list-style-type: none"> <li>1) Asean Puppetry Festival 2012 <ul style="list-style-type: none"> <li>• The Kidnapping of Siti Dewi</li> <li>• Mwathirika</li> </ul> </li> <li>2) Exhibition - Yang Menulis/They Who Write <ul style="list-style-type: none"> <li>• Workshop - My First Jawi Lesson</li> <li>• Menulis &amp; Melukis</li> </ul> </li> <li>3) Lagu-lagu Kita – Malay Children's Songs Appreciation Workshop at Library @ Esplanade</li> <li>4) Theatre performance - "MERdEKAnyA KITA"</li> </ol>
<p>Dec 2012 – Mar 2013 (twice weekly)</p>	<p>Malay Games &amp; Sports</p>

Jan 2013	Board of Directors' Corporate Advance 2013
Feb 2013	Exhibition – Art of Malay Warfare
Mar 2013	<ol style="list-style-type: none"> <li>1) Movie Nights @ MHC <ul style="list-style-type: none"> <li>• Adik Manja 15 Mar 2013</li> <li>• Sang Penari 16 Mar 2013</li> </ul> </li> <li>2) News Writing &amp; Editorial Photography Workshop for students</li> </ol>

## **REVIEW OF FINANCIAL STATE AND EXPLANATION OF MAJOR FINANCIAL TRANSACTIONS**

11 MHF recorded a deficit of \$42,554.00 for the financial year ending 31 March 2013.

## **POLICY OF MANAGEMENT AND AVOIDANCE OF CONFLICT OF INTEREST**

### **Disclosure of Interests Form**

12 All directors of MHF are required to disclose his/her interests in shares or debentures in the subject company or any of its related corporations, and interests held by his/her spouse or children (including adopted or step children) below the age of 21 years are treated as his/her interests. Such information has to be recorded in the Register of Directors' Shareholdings of the Company and disclosed in the Directors' Report accompanying the yearly audited accounts.

### **General Notice**

13 In addition, all directors of MHF is required to declare his/her interest in any transaction or proposed transaction with the company, or if the director holds any office or any property which may create a conflict with his duties as a director of the company. For the purpose of the Companies Act, an interest of the director's spouse or child including an adopted or a step child shall be treated as an interest of the director.

## **FUTURE PLANS AND COMMITMENTS**

14 The MHF Board of Directors held their corporate advance on 5 January 2013 to outline the workplans for the next three years. This was followed by a workplan seminar on 29 June 2013 to review and update these workplans.

## **STATEMENT OF ACCOUNTS**

15 The Statement of Accounts for the financial year ending 31 March 2013 is attached.